

Welcome



Senior Tech Tuesday Getting Started with the Shortcuts App by Don Frederiksen

DECEMBER 1, 2020

Today's Theme

Short Cuts App



Our Learning Tools

- Zoom and Screen Share
- Slides – Downloadable from class page
- Demonstrations
- Your Questions
 - “Hey Don” or Chat
- Online Class Page at:
Links.SeniorTechClub.com/STT7



Upcoming Senior Tech Tuesdays

Session	Date
Senior Tech Tuesdays #7 Intro to the Shortcuts App	12/1/20
Senior Tech Tuesdays #8 Typing Tips	12/8/20
Senior Tech Tuesday #9 Do More with the Control Center	12/15/20
NO Sessions for 12/22, 12/29 & 1/5	

Recurring Zoom Meeting: Use the same Zoom link for October through December



Today's Exploration

What is a Shortcut?

Where do you find Shortcuts?

Edit a Shortcut

How to Run a Shortcut.

Use Starter and Gallery Shortcuts

Automation

Create your First Shortcut

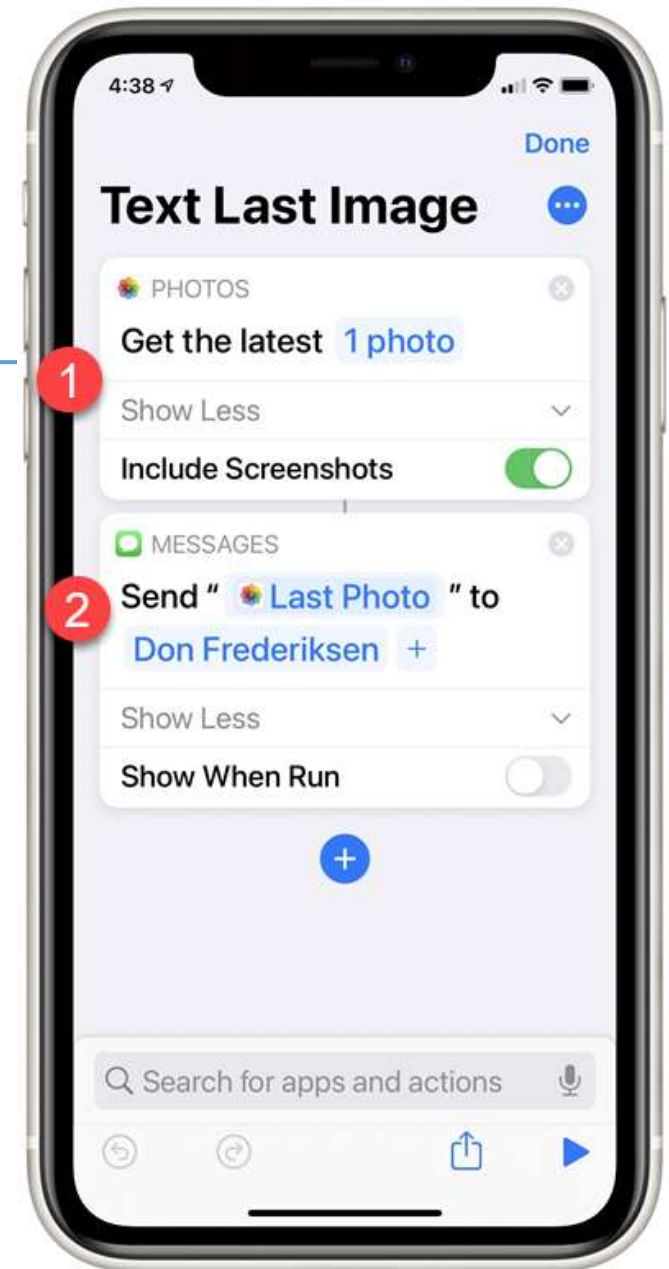


What is a Shortcut

A quick way to get one or more tasks done with your apps.

Simple Example – Two Steps

- Find the Last Photo taken
- Text it to your Daughter



Where do you find Shortcuts?

Introducing the Shortcuts app



1. All Shortcuts
2. Starter Shortcuts
3. Gallery
4. Create Custom Shortcuts

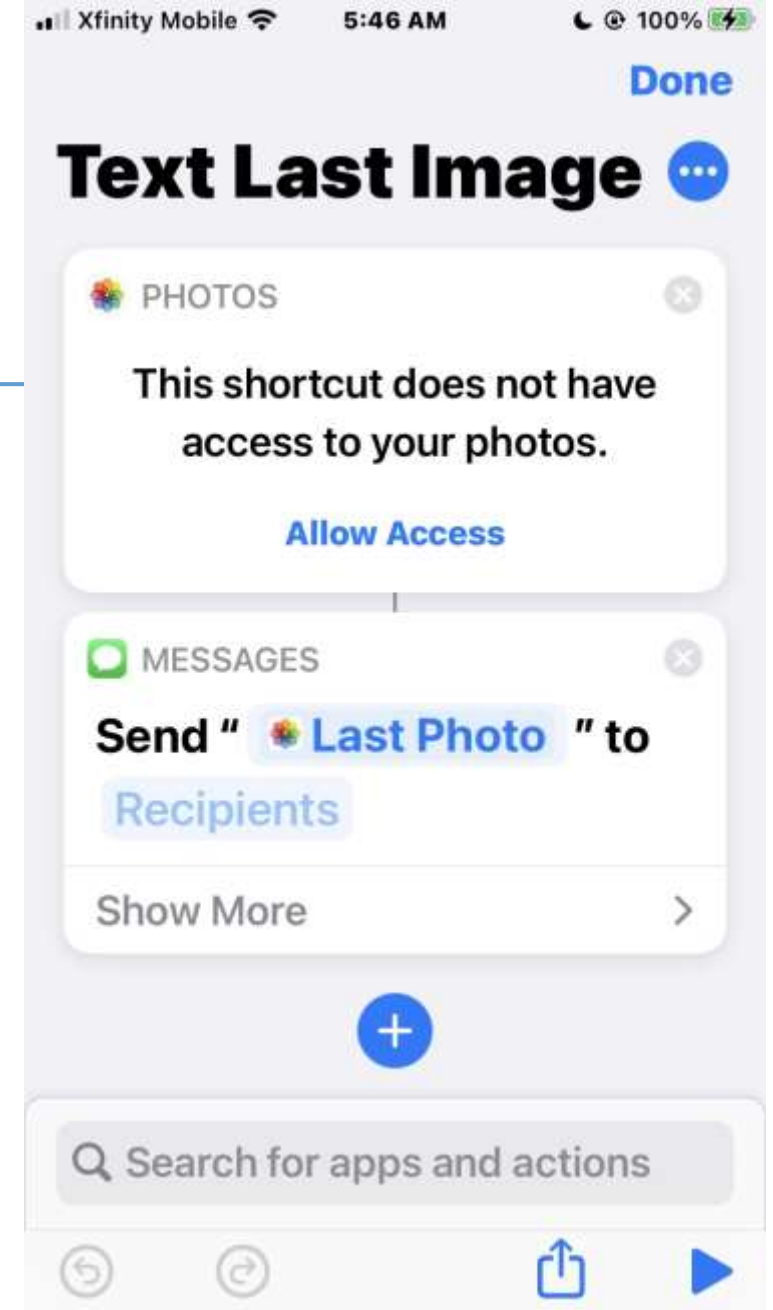


Edit/View a Shortcut

Editor - Tap Ellipsis



1. View Actions
2. Setup the Shortcut (Access)
3. Change a Shortcut
 1. Add or Remove Actions




How to Run a Shortcut

Five Ways to Launch a Shortcut

1. Shortcuts App
2. Shortcuts Editor
3. Shortcuts Widget

With Setup

4. Icon on Home Screen
5. Share Button 



Gallery

Curated & safe repository of downloadable shortcuts you can add to your My Shortcuts collection.

Searchable & Browsible

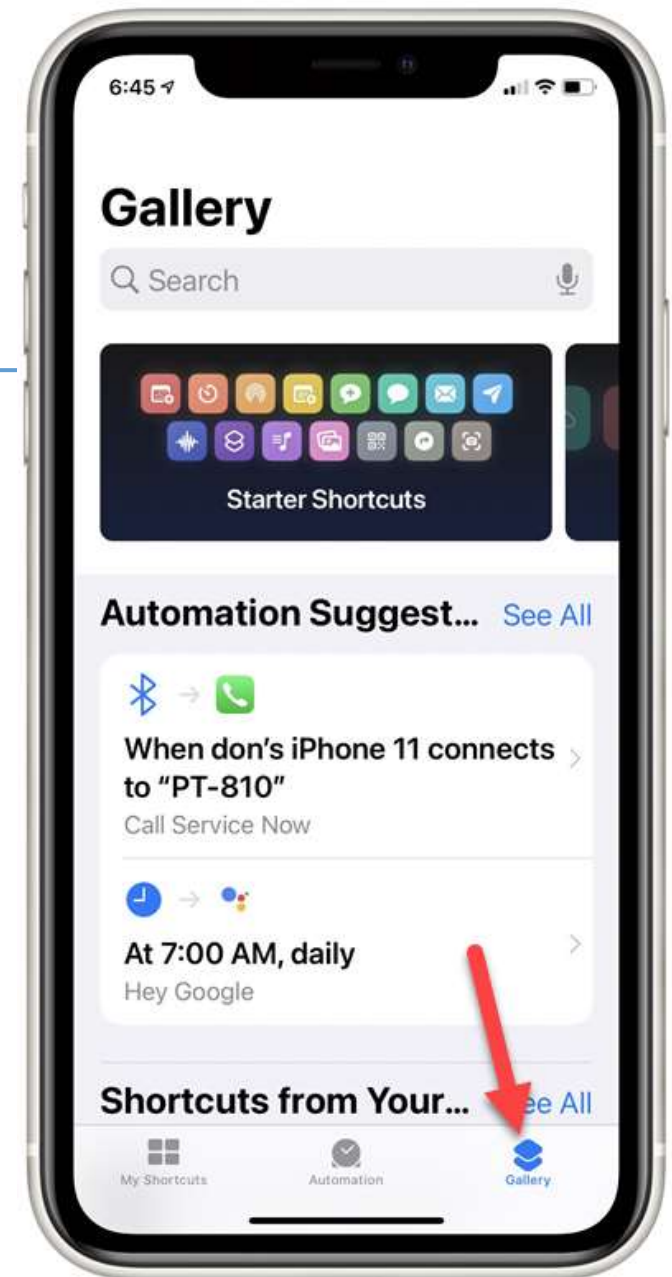


Gallery

Add a Shortcut to your Collection

- Tap the Shortcut
- Review the description
- Complete any Setup items
- Tap **Add Shortcut**

Find & Add: Calculate Tip



Run Calculate Tip

Bill Amount: 10.00

Tip: 20%

Confirm Result



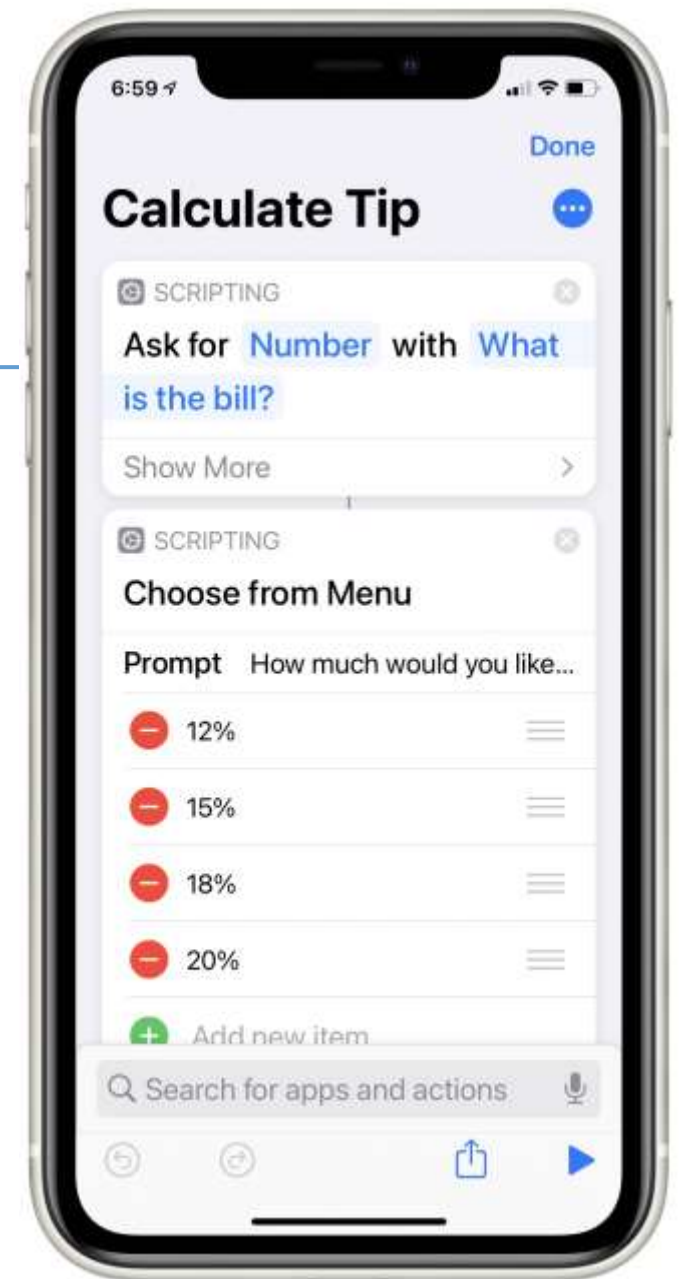
Shortcut Action Review

On the Calculate Tip icon

Tap ... to Review Actions/Steps



- Ask – Bill Amount
- Menu – What Tip
- Math – Do the Math
- Alert – Display Result



For Fun

Go to the Gallery

Search for “Shoot a GIF”

Add Shortcut

Tap Ellipsis

- Grand Access to Camera

Launch

Switch to Selfie Photo

Look Left – Shutter

Look Center – Shutter

Look Right – Shutter

Tap Share – Save Image

Find in Media Type “Animated”

Create a Custom Shortcut

Launch Shortcuts app

Tap + (Upper Right)

Tap Ellipsis – Shortcut name

15 Minute Timer – Done

Add Action – Search for “Timer”

Select Start a Timer

Change time to 15 Minutes

Tap Done



What's Next – A Lot

Resources

Launch Options

- Widget, Home Screen, Share Sheet

Automations

- Launch a Shortcut automatically on:
 - Schedule
 - Action

Actions

- Apps
- Logic, Ask, Menus
- Tips & Tricks

Share Shortcuts & Security



Shortcuts App Study Group

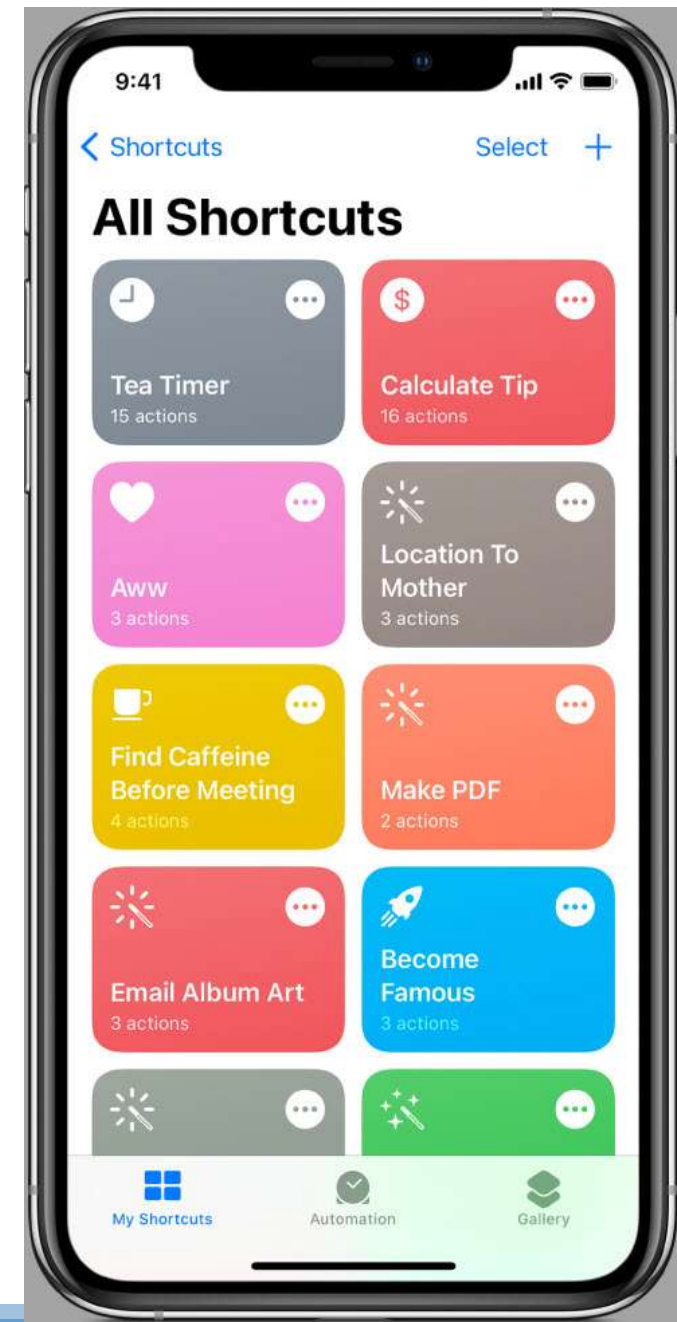
Shortcuts App – Script/program actions on your phone.

Automate Routine actions.

More in-depth training on a more advanced topic.

Study Group in December & January

Looking for a Group to Learn from Each Other



Smart Recommendations for Shortcuts

- Browse & Experiment with Starters and Gallery
- Create a custom shortcuts with easy steps





Follow-up Questions?
don@SeniorTechClub.com

More Information & Download
links.SeniorTechClub.com/STT7



Thank You!

Stay Well
Stay Home
Wash Your Hands
Mask Up
Keep Learning